



## The KRE E-Mail Communications Policy

The Krewe of the Rolling Elvi (“KRE”) E-Mail Communications Policy is as follows:

Whereas communicating deadlines and events to ALL KRE members timely is a vital function of the KRE Board of Directors (“BOD”); and  
Whereas there are numerous and frequent announcements that need to be made in the course of Krewe management

The following KRE E-Mail Communications Policy is enacted as follows:

- All KRE members shall be required to provide an e-mail address to the KRE Board of Directors for receipt of important Krewe communications.
- All KRE members shall be responsible for knowledge of the information provided in official KRE communication. At no time will the volume of communications constitute an excusable reason for a KRE member to have missed a deadline without a Board decision regarding same.
- The KRE BOD shall maintain an e-mail service of some sort to communicate Krewe business.
- All members of the Board of Directors shall have access to the KRE e-mail service to originate announcements and communications to all members of the Krewe.
- The King of Communications shall be required to provide all members of the KRE BOD with access to the e-mail service.
- Any member of the KRE BOD who deems a communication vital and/or exigent shall use the official e-mail service to disseminate such communications at the BOD member’s discretion.
- **REGULAR ANNOUNCEMENTS:** A weekly e-mail shall be sent by the KRE King of Communications or other member of the KRE BOD so engaged by the King of Communications to the entire KRE membership each TUESDAY. On certain occasions based on scheduling or board meetings, the announcement e-mail may be made on a subsequent day if advisable because of event scheduling or a rescheduled board meeting PROVIDED that there are no exigent announcement.

- All KRE members wishing to have announcements made in the weekly e-mail are required to provide to either the King of Communications at the following address: (kingofcomm@rollingelvi.org) by the MONDAY night before at midnight.
- All announcements shall meet the following criteria:
  - The subject line shall read: KRE ANNOUNCEMENT.
  - The Content shall be the full text of the requested announcement.
  - Any identifying return e-mail information shall be included.
  - Event notifications MUST include all relevant information.
- Any announcement request regarding KRE business and/or KRE events shall be included in the e-mail absent errors noted by the KRE King of Communications.
- Any announcement originated by a KRE BOD members shall be included in the e-mail absent errors noted by the KRE King of Communications.
- Any and all announcements requested by KRE general members (including Priscillas and Mafia) are subject to the discretion of the KRE King of Communications. Those communications not related to KRE Business or Events shall be excluded unless approved by the full board of directors. The following non-exclusive types of communications shall not be included:
  - Advertising and/or offers for service.
  - Personal requests.
  - Offers to meet and/or gather as “Elvi” for non-sanctioned events.
  - Requests for resources or assistance including requests for scooter parts, scooter repairs and throws. The KRE King of Communications will make every effort to direct such requests to appropriate individuals if advisable.
- It is anticipated that exigent announcements will be requested. To the best of the ability of the KRE King of Communicated, such requests will be honored. However, there can be no expectation that said communications will be sent outside of the normal communications policy.
- From time to time, the BOD of the KRE will evaluate this policy and authorize the King of Communications to amend this policy.
- Nothing in this policy shall affect all KRE members’ responsibility to access the website for further information, discussions and other vital information.
- From time to time, the KRE King of Communications will, after an initial announcement of an event, simply provide event links to the KRE website.
- KRE announcement e-mails will include to the extent practicable notations of previously-announced information that is still relevant below the closing of the communication.
- Any member saying “I don’t read the e-mails” as an “excuse” for not knowing something about an event or Krewe business shall be flogged in the square at high noon.

Passed:   3/9/2015   (Date)

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King of Scribes